



Agency/Organization Name (this is how the name will appear in the annual report): \_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Contact Name and Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

CEO Name: \_\_\_\_\_

Campaign Coordinator: \_\_\_\_\_

Total Number of Employees: \_\_\_\_\_ (full time \_\_\_\_\_) (part time \_\_\_\_\_)

This is a: \_\_\_\_\_ final report \_\_\_\_\_ partial report \_\_\_\_\_ additional report

Signature of person completing campaign report envelope: \_\_\_\_\_

**CAMPAIGN REPORT ENVELOPE:** *Please do not mail this envelope.* Campaign report envelopes are to be given to a loaned executive assigned to your company, to a United Way representative, or brought to the local United Way office (31 East Clay Avenue, downtown Muskegon).

	Number of Donors	Total Amount Pledged	Cash Included (amount)	Check Included (amount)	Balance Due
<b>#1: PAYROLL DEDUCTION PLEDGES:</b> <i>Insert white copies in envelope. Keep yellow copy for payroll and pink copy for donor.</i>					
<b>#2: DIRECT BILL PLEDGES:</b> <i>Please include a copy of each pledge form.</i>					
<b>#3: CHECKS &amp; CASH:</b> <i>Please include a copy of each pledge form. Please separate cash and checks.</i>					
<b>#4: CREDIT OR DEBIT CARD PLEDGES:</b> <i>Please include a copy of each pledge form.</i>					
<b>#5: SUB-TOTAL: Add lines 1, 2, 3, 4</b>					
<b>#6 CORPORATE CONTRIBUTION</b> _____ Check or cash enclosed _____ Bill Me: One time this year _____ One time next year _____ Quarterly _____					
<b>#7: WORKPLACE SPECIAL EVENT</b>					
<b>#8: GRAND TOTAL: Add lines 5, 6, 7</b>					

***Thank you for supporting United Way of the Lakeshore!***